



The Minden Town Board meeting will be held at 5:30 p.m. on Wednesday, June 7, 2017, at 1602 Esmeralda Avenue, Minden, Nevada.

NOTICE: NRS 237: The Minden Town Board has adopted a Standard Policy No. 7, which contains a motion regarding Business Impact Statements (BIS). When the Town Board approves its agenda, it also approves a motion which includes ratification of staff action taken pursuant to NRS 237.030 et seq. with respect to items on the Board's agenda. This includes, without limitation, the conclusion that each rule, ordinance, or regulation which is on the Board's agenda is without direct and significant economic burden on a business or direct restriction on the formation, operation, or expansion of a business; and that each rule, ordinance, or regulation which is on the Board's agenda for which a BIS has *not* been prepared does not impose a direct and significant economic impact on a business or a direct restriction on the formation, operation, or expansion of a business.

NOTICE: to persons with disabilities: Reasonable efforts will be made to assist and accommodate individuals with disabilities desiring to attend the meeting. Please contact the Minden Town Office in writing at 1604 Esmeralda Avenue in Minden, Nevada or call 775-782-5976 in advance of the meeting, preferably at least 24 hours prior to the meeting, so that the arrangements may be conveniently made.

NOTICE: Items on the Agenda may be taken out of order. The Minden Town Board may combine two or more agenda items for consideration. The Minden Town Board may at any time remove an item from the agenda or delay discussion relating to an item on the agenda. Any restrictions imposed by the Board or its chair on public comment must be reasonable and may restrict time, place and manner of comments but may not restrict comments based on viewpoint.

Rachel Hamer, Town of Minden Secretary posted copies of this notice and agenda at 8:30 a.m. on the third working day, June 2, 2017, before the meeting at the following locations: Minden Administration Office, 1604 Esmeralda Avenue, Suite 101, Minden, NV 89423; Minden Post Office, 1640 US Hwy 395, Minden, NV 89423; Douglas County Administrative Building, 1616 8th Street, Minden, NV 89423; and CVIC Hall bulletin board, 1602 Esmeralda Ave, Minden, NV 89423.

Signed:  : Rachel Hamer, Secretary.

Copies of supporting material may be requested from Rachel Hamer, Secretary, at 1604 Esmeralda Avenue, Minden, Nevada; by mail addressed to Ms. Hamer addressed to at the Minden Town Office; by phone at (775) 782-5976 or by email at rhamer@douglasnv.us. Copies of supporting material are available to the public at the Town Office, on the Town's website, www.townofminden.com, and at the meeting on the date and place listed above.

5:30 P.M. CALL MEETING TO ORDER

PLEDGE OF ALLEGIANCE

PUBLIC COMMENT: Discussion may be limited to three minutes per person at the discretion of the Chair. No action may be taken on a matter raised under this portion of the agenda until the matter has been specifically included on an agenda as an item upon which action may be taken.

APPROVAL OF AGENDA

APPROVAL OF MINUTES:

May 3, 2017, Board Meeting

Minden Town Board Agenda

June 7, 2017

Page 2 of 3

ACKNOWLEDGEMENT OF GIFTS:

Model Dairy Donation for Minden Carson Valley Days Breakfast

EMPLOYEE AWARD:

Patricia Koepnick, Administrative Services Manager

BOARD MEMBER REPORTS: Items on the Administrative Agenda will not be discussed during Board Member committee reports. **No action** may be taken on a matter raised under this portion of the agenda until the matter has been specifically included on an agenda as an item upon which action may be taken. Discussion may include a report on activities of committees or general information of interest to the Board.

CONSENT AGENDA FOR POSSIBLE ACTION: Items may be moved to or from the Consent Agenda at the beginning of the Board meeting during the Approval of the Consent Agenda. Items on the Consent Agenda may be voted on in a block, i.e., with one motion on all those items, one second to the motion, and one vote by the Board members. Items removed from the Consent Agenda will be heard immediately following the Consent Agenda in the order in which they appear in the Consent Agenda.

1. Approval of the May 2017 financial report including claims paid April 21, 2017 through May 25, 2017 for Fiscal Year 2017.

ADMINISTRATIVE AGENDA: The following item(s) are scheduled for public hearing. At the beginning of each item, the Chairman will call the item. Normally, the applicant and/or their representatives are permitted to speak first, and then Town Staff may present a summary of the staff report and recommendation, including any updated information received by the Town after the reports were distributed. Next, Board discussion, and then the Chairman will open the hearing to public comment. For items on which action is to be taken, the Chairman will close the hearing of public comment before a motion is made and a vote is taken. The Chairman has the right to establish reasonable time limits for comments and to allow for rebuttal comments.

1. For possible action: Discussion and possible action to accept, accept with conditions, continue or deny streets, storm drain and water system improvements for Phases 3 and 4A of La Costa at Monte Vista Subdivision (SIP 16-018). Appearance by Rob Anderson, Principal Engineer, RO Anderson Engineering on behalf of Custom Craft Builders, LLC. **Public comment.**
2. For possible action: Discussion and possible action to review and accept, accept with conditions continue or deny the 2017 Water System Analysis prepared by Sunrise Engineering. Appearance by JD Frisby, Minden Superintendent of Public Works and Joseph Phillips and Cody Howick, Sunrise Engineering. **Public comment.**
3. For possible action: Discussion and possible action to approve, approve with conditions, continue, or deny the revised Town of Minden Employee Merit System reducing the current 0-6% merit range to 0-3% and granting an annual cost of living adjustment effective July 1st in the amount of 2% each year through Fiscal Year 2023-2024, and 0-2% based on the CPI index and Town of Minden revenues every Fiscal Year thereafter. If approved a cost of living adjustment of 2% would take effect in the first full pay period after July 1, 2017 for all employees of the Town of Minden. Appearance by Jenifer Davidson, Town Manager. **Public comment.**

Minden Town Board Agenda

June 7, 2017

Page 3 of 3

4. For possible action: Discussion and possible action to approve, approve with conditions, continue or deny a request to repair and seal the roof on the administration building for an amount not to exceed \$37,000. Appearance by Jenifer Davidson, Town Manager and JD Frisby, Minden Superintendent of Public Works. **Public comment.**
5. For possible action: Discussion and possible action to approve, approve with conditions, continue or deny the policy renewal from Nevada Public Agency Insurance Pool (POOL) and authorization of payment to POOL in the amount of Forty-Nine Thousand One Hundred and One Dollars (\$49,101) for Fiscal Year 2017-2018. Possible action may include directing Town Staff to research alternative options for liability insurance and report back to the Board in time for the Board to take action on liability insurance for Fiscal Year 2018-2019. Appearance by Jenifer Davidson, Town Manager. **Public comment.**
6. For possible action: Discussion and possible action to review the existing and provide direction to Town Staff regarding the Town of Minden Plan for Prosperity and Design Guidelines. Appearance by Jenifer Davidson Town Manager, and JD Frisby, Minden Superintendent of Public Works. **Public comment.**
7. For possible action: Discussion and possible action to direct staff in relation to Staff Reports. Discussion shall include a Staff Report on the activities, progress on or status of assigned tasks and projects, or general information regarding operations and projects related to trash, retail and wholesale water service, and other functions of the Town of Minden. Appearance by Jenifer Davidson, Town Manager and JD Frisby, Superintendent of Public Works. **Public comment.**
8. For possible action: Discussion and possible action to provide direction to Town Staff regarding Town Staff report on a bill(s) or bill draft request(s) (“BDR”) listed on the Nevada Legislature website (<http://www.leg.state.nv.us/Session/79th2017/>) for the 79th (2017) Nevada Legislative which may affect the Town of Minden or its Board. Appearance by Jenifer Davidson, Town Manager. **Public comment.**

PUBLIC COMMENT: Final period of public comment to allow public comment on any matter within the Town Board’s jurisdiction, control, or advisory power. Discussion may be limited to three minutes per person at the discretion of the Chair. No action may be taken on a matter raised under this portion of the agenda until the matter has been specifically included on an agenda as an item upon which action may be taken.

ADJOURNMENT